




# CITY COUNCIL

## AGENDA REQUEST

<b>AGENDA OF:</b>	<b>02-16-16</b>	<b>AGENDA REQUEST NO:</b>	<b>III-O</b>
<b>INITIATED BY:</b>	<b>BRIAN BUTSCHER, PE</b>  <b>ASSISTANT DIRECTOR OF PUBLIC WORKS</b>	<b>RESPONSIBLE DEPARTMENT:</b>	<b>PUBLIC WORKS</b>
<b>PRESENTED BY:</b>	<b>BRIAN BUTSCHER, PE</b>  <b>ASSISTANT DIRECTOR OF PUBLIC WORKS</b>	<b>DIRECTOR:</b>	<b>ROBERT VALENZUELA, PE</b>  <b>DIRECTOR OF PUBLIC WORKS</b>
		<b>ADDITIONAL DIRECTOR (S):</b>	<b>N/A</b>
<b>SUBJECT / PROCEEDING:</b>	<b>SMART METERING INFRASTRUCTURE FEASIBILITY STUDY</b>		
<b>EXHIBITS:</b>	<b>PROFESSIONAL SERVICES AGREEMENT</b>		
<b>CLEARANCES</b>		<b>APPROVAL</b>	
<b>LEGAL:</b>	<b>EUGENIA CANO,</b> <b>FIRST ASSISTANT CITY ATTORNEY</b> 	<b>ASSISTANT CITY MANAGER:</b>	<b>MIKE GOODRUM</b> 
<b>PURCHASING:</b>	<b>TODD REED, CPPO</b> <b>PURCHASING MANAGER</b> 	<b>ASSISTANT CITY MANAGER:</b>	<b>N/A</b>
<b>BUDGET:</b>	<b>JENNIFER BROWN</b>  <b>DIRECTOR OF FINANCE</b>	<b>CITY MANAGER:</b>	<b>ALLEN BOGARD</b> 
<b>BUDGET</b>			
<b>EXPENDITURE REQUIRED: \$</b>		<b>105,820</b>	
<b>CURRENT BUDGET: \$</b>		<b>106,000</b>	
<b>ADDITIONAL FUNDING: \$</b>		<b>0</b>	
<b>RECOMMENDED ACTION</b>			
Authorize the execution of a professional services contract for the smart metering infrastructure feasibility study with Black & Veach Management Consulting, LLC in an amount of \$105,820.00.			

## EXECUTIVE SUMMARY

In 2015 City Council adopted the 2012 Water Master Plan – Phase II update, which included a Recommended Action Plan. The Recommended Action Plan contained twenty eight projects that were prioritized with Current (now), Immediate (1-3 years), Near Term (4-6 years) and Long Term (7-10 years) time frames. One of the Current priority projects was to conduct a study to investigate the feasibility of Automated Meter Reading (AMR), Advanced Metering Infrastructure (AMI) & Advanced Metering Analytics (AMA) system.

In October 2015, the City released a Request for Qualifications (RFQ) for a smart metering infrastructure feasibility study. The scope of RFQ was structured in four phases: Feasibility, Design, Proposal and Construction, in the event the City Council chose to move forward with the project to the next phase. Under the current phase, Feasibility, the scope included items such as:

- Conduct of assessment of current meter reading program
- Development of a Business Case
- Evaluation of Technologies
- Overall Assessment
  - IT Infrastructure
  - Processes
  - Preliminary Plan
  - Preliminary Implementation Schedule
- Follow-ups with Management

In November of 2015, the City received eight proposals. The proposals were received from HDR, Excergy, Opterra Energy, SourceOne, UtiliWorks Consulting, Serco, Ums and Black & Veach. In December 2015, The city staff interviewed three firms, HDR, Excergy and Black & Veach Management Consulting, LLC with Black & Veach being selected to move forward with feasibility study.

Funding for the smart metering infrastructure feasibility study is available with the FY2016 Public Works Operating & Maintenance - Utilities budget. The proposed feasibility phase has an expected duration of six months.

The Public Works Department recommends that the City Council authorize the execution of a professional services contract for the smart metering infrastructure feasibility study with Black & Veach Management Consulting, LLC in an amount of \$105,820.00.

## EXHIBITS

**CITY OF SUGAR LAND  
STANDARD CONTRACT FOR  
GENERAL SERVICES**

Over \$50K  
(Rev. 12-8-15)

**I. Signatures.** By signing below, the parties agree to the terms of this Contract:

**CITY OF SUGAR LAND**

**CONTRACTOR:**

By: \_\_\_\_\_

By: Robert E. Welch

Date:

Date: February 1, 2016

Title:

Title: Vice President/COO

**Company: Black & Veatch Management  
Consulting, LLC**

**APPROVED AS TO FORM:**

Legal	PM	Thibodeau
Approved _____	Approved	e-mail
Reviewed <u>CBH</u>	Date	February 1, 2016
Date <u>02/01/2016</u>		

**II. General Information and Terms.**

Contractor's Name and Address: Black & Veatch Management Consulting, LLC; 11401 Lamar, Overland Park, KS 66211.

Description of Services: Smart Metering Infrastructure Feasibility Study

Maximum Contract Amount: \$94,435 fixed fee plus estimated reimbursable expenses of \$11,385 – Total = \$105,820

Effective Date: On the latest date of the dates executed by both parties.

Termination Date: (See III C)